

MEMORANDUM

Finance Department



DATE: July 14, 2020

TO: Finance Subcommittee

THROUGH: Steven G. McHarris, City Manager *AK*

FROM: Walter C. Rossmann, Director of Finance/Risk Manager *WCR*

CC: City Attorney's Office

SUBJECT: **June 2020 Report of City Manager Approved Contracts and City Manager Procurement Card Activity (04/23/2020- 05/22/2020)**

This memorandum transmits the June 2020 Report of City Manager Approved Contracts and the City Manager's Procurement Card activity for the period 04/23/2020 to 05/22/2020.

In accordance with Section I-4-5.01 of the City's Municipal Code titled "Reporting on Contract Authority of the City Manager," staff provides to the Finance Sub-committee monthly reports displaying all contracts approved by the City Manager for the prior month under his contract approval authority. For the reporting period, 27 contracts were approved totaling approximately \$724,000.

There was no credit card activity for the City Manager for the reporting period.

City of Milpitas

Summary Listing of Approved City Manager (CM) Contracts \$100,000 and Below

For the month of June 2020

Note: CM Authority at <\$100,000 until 12/06/17; <\$50,000 12/07/17 until 6/15/18

<\$100,000 effective 6/16/18

		<u>Total \$ Amount</u>		<u>\$ Spent To Date</u>		<u>Remaining \$ Balance</u>
Total \$ All Contracts:		\$ 723,754	\$	10,800	\$	712,954
Total Qty All Contracts:	27					
Average Contract \$:	\$ 26,806					

Department	PO #	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Building Safety and Housing	0	\$ -	\$ -	\$ -
City Manager	0	\$ -	\$ -	\$ -
City Attorney	0	\$ -	\$ -	\$ -
Engineering Department	6	\$ 147,881	\$ -	\$ 147,881
Finance Department	5	\$ 142,616	\$ -	\$ 142,616
Fire Department	3	\$ 21,106	\$ -	\$ 21,106
Human Resources	0	\$ -	\$ -	\$ -
Information Technology	2	\$ 16,145	\$ -	\$ 16,145
Non-Departmental	0	\$ -	\$ -	\$ -
Planning Department	0	\$ -	\$ -	\$ -
Police Department	5	\$ 122,548	\$ -	\$ 122,548
Public Works	6	\$ 273,458	\$ 10,800	\$ 262,658
Recreation and Community Services	0	\$ -	\$ -	\$ -

City of Milpitas
Detailed Listing of Approved City Manager (CM) Contracts \$100,000 and Below
For the month of June 2020

Note: CM Authority at <\$100,000 until 12/06/17; <\$50,000 12/07/17 until 6/15/18
<\$100,000 effective 6/16/18

Total \$ All Contracts:		<u>Total \$ Amount</u>	<u>\$ Spent To Date</u>	<u>Remaining \$ Balance</u>
Total Qty All Contracts:		723,754	10,800	712,954
Average Contract \$:	\$			
	27			
	26,806			

Department	PO #	PO Date	Vendor #	Vendor Name	Full Description	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Building Safety and Housing Sub-Total	0					\$ -	\$ -	\$ -
Building Safety and Housing							\$ -	
City Manager Sub-Total	0					\$ -	\$ -	\$ -
City Manager								
City Attorney Sub-Total	0					\$ -	\$ -	\$ -
Engineering Department Sub-Total	6					\$ 147,881	\$ -	\$ 147,881
Engineering	C201000	06/02/20	15797	Associated Right of Way	Appraisal Services for Park in-lieu Fee Update	\$ 8,000	\$ -	\$ 8,000
Engineering	C344715	06/02/20	19055	R&S Erection of	Door Operator Installation for Fire Station No. 2, Renovation, Project No. 3447	\$ 6,764	\$ -	\$ 6,764
Engineering	C344716	06/02/20	19056	Day Wireless Systems	Fire Alerting System Installation at Fire Station No. 2, Renovation, Project No. 3447	\$ 14,277	\$ -	\$ 14,277
Engineering	C344717	06/12/20	19058	Locution Systems Inc.	Fire Alerting System Installation at Fire Station No. 2, Renovation, Project No. 3447	\$ 97,377	\$ -	\$ 97,377
Engineering	DP20425	06/01/20	10188	Grainger Incorporated	Three Haz Mat Indoor/Outdoor Drum Safety Storage	\$ 12,263	\$ -	\$ 12,263
Engineering	FY20457	06/25/20	18443	Cal Engineering & Geology Inc	Geotechnical Peer Review Services for 1005 North Park Victoria Drive Subdivision	\$ 9,200	\$ -	\$ 9,200
Finance Department Sub-Total	5					\$ 142,616	\$ -	\$ 142,616
Finance Department	DP20304	06/02/20	17540	Fairbank, Maslin, Maullin,	Polling for a Potential General-Purpose One Quarter Cent Sales Tax Measure	\$ 45,000	\$ -	\$ 45,000
Finance Department	DP20305	06/02/20	18931	Fieldman, Rolapp & Associates	Professional Services for Energy Efficiency & Renewable Energy Project	\$ 33,075	\$ -	\$ 33,075
Finance Department	DP20307	06/09/20	19057	PFM Asset Management, LLC	Banking Financial Services Consultant	\$ 59,000	\$ -	\$ 59,000
Finance Department	DP20308	dp20308	18795	Articulate Solutions	Design Services for FY2021 Budget in Brief Booklet	\$ 2,341	\$ -	\$ 2,341
Finance Department	FY20319	06/25/20	12069	State of California (Control)	FY2019-2020 Annual Street Report	\$ 3,200	\$ -	\$ 3,200
Fire Department Sub-Total	3					\$ 21,106	\$ -	\$ 21,106
Fire Department	DP20815	06/25/20	19060	Datec, Inc.	Panasonic Toughbook and Premium Keyboard	\$ 7,979	\$ -	\$ 7,979
Fire Department	DP20818	06/02/20	10262	Summers & Sons Electric Inc.	Electrical Work at Temporary Fire Station No.1	\$ 2,805	\$ -	\$ 2,805
Fire Department	FY20809	06/09/20	17495	Lexipol, LLC	Annual Fire Policy Manual & Training Bulletins with Fire Operating Procedures (Initial Subscription) and Full Fire Implementation of Online System	\$ 10,322	\$ -	\$ 10,322
Human Resources Sub-Total	0					\$ -	\$ -	\$ -
Human Resources								
Information Technology Sub-Total	2					\$ 16,145	\$ -	\$ 16,145
Information Technology	DP20913	06/12/20	12970	Data Dimensions, Inc.	23 Hours Voice, Internet Protocol Telephony (IPT) and Call Center Support	\$ 4,830	\$ -	\$ 4,830
Information Technology	FY20904	06/25/20	10225	Santa Clara County(Info Serv)	Imagery and Light Detection Ranging (LiDAR) Data Acquisition Cost Sharing Agreement	\$ 11,315	\$ -	\$ 11,315
Non-Departmental Sub-Total	0					\$ -	\$ -	\$ -
							\$ -	

City of Milpitas
Detailed Listing of Approved City Manager (CM) Contracts \$100,000 and Below
For the month of June 2020

Note: CM Authority at <\$100,000 until 12/06/17; <\$50,000 12/07/17 until 6/15/18
<\$100,000 effective 6/16/18

Total \$ All Contracts:		<u>Total \$ Amount</u>	<u>\$ Spent To Date</u>	<u>Remaining \$ Balance</u>
Total Qty All Contracts:		723,754	10,800	712,954
Average Contract \$:	\$			
	27			
	26,806			

Department	PO #	PO Date	Vendor #	Vendor Name	Full Description	Total \$ Amount	\$ Spent To Date	Remaining \$ Balance
Planning Department Sub-Total	0					\$ -	\$ -	\$ -
Planning Department							\$ -	
Police Department Sub-Total	5					\$ 122,548	\$ -	\$ 122,548
Police Department	DP20724	06/09/20	18574	Hypertec Direct	Synology Mountable Rackstation for Backup Data Storage of Automated License Plate Readers; 12TB (Terabytes) Internal Hard Drive.	\$ 7,234	\$ -	\$ 7,234
Police Department	DP20725	06/25/20	15530	Axon Enterprises, Inc	(10) Axon Body 3 Cameras and X26P CEWs with Peripherals and, Holsters, Mounting Platforms; Safety Plan year 1; Digital Evidence Management Solution for Cloud Based Data Storage.	\$ 38,114	\$ -	\$ 38,114
Police Department	EQ20704	06/01/20	16684	National Auto Fleet Group	One Unit 2020 Ford Police Interceptor Utility	\$ 48,600	\$ -	\$ 48,600
Police Department	FY20711	06/25/20	15066	LexisNexis (Accurint)	Lexis Nexis Accurint Online Investigative Database Services	\$ 2,100	\$ -	\$ 2,100
Police Department	FY20712	06/25/20	19064	Prado 9-1-1	FY2019-2020 Pre-Employment Background Investigation Services	\$ 26,500	\$ -	\$ 26,500
Public Works Department Sub-Total	6					\$ 273,458	\$ 10,800	\$ 262,658
Public Works	C340314	06/25/20	10822	Biggs Cardosa Associates Inc.	Consultancy Services for the Preparation of Specifications for the Replacement of Fire Training Tower Roof Project	\$ 11,000	\$ -	\$ 11,000
Public Works	DP20427	06/09/20	16884	United California Glass	On-Call Doors and Gates Inspection Repair	\$ 60,000	\$ 10,800	\$ 49,200
Public Works	DP20428	06/09/20	19054	Apple Specialties	Thirty units of Sloan EBV 89A-M Dise Mount Urinal Retrofit Kits	\$ 5,015	\$ -	\$ 5,015
Public Works	DP20429	06/09/20	18965	TEC Accutite	Aboveground Storage Tank Repairs at Fire Station No. 1	\$ 3,778	\$ -	\$ 3,778
Public Works	DP20431	06/12/20	19059	Executive Facilities Services	COVID-19 Daytime Custodial and Disinfection Services	\$ 95,000	\$ -	\$ 95,000
Public Works	FY20441	06/02/20	18519	R3 Consulting Group Inc	Solid Waste Rates Annual Rate Adjustment Analysis	\$ 98,665	\$ -	\$ 98,665
RCS Sub-Total	0					\$ -	\$ -	\$ -
Recreation and Community Services								